

**TOWN OF EASTHAM**  
**COMMUNITY PRESERVATION PROGRAM APPLICATION**  
**AND APPLICANT INFORMATION FORM**

DATE: \_\_\_\_\_

PROJECT TITLE: \_\_\_\_\_

NAME OF ORGANIZATION: \_\_\_\_\_

*Please note if private or public*

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_ WEBSITE: \_\_\_\_\_

NAMES OF GOVERNING BOARD, TRUSTEES, DIRECTORS, OR MEMBERS:

\_\_\_\_\_  
\_\_\_\_\_

FEDERAL TAX IDENTIFICATION NUMBER (if non-profit): \_\_\_\_\_

PURPOSE (please circle all that apply):

Open Space

Affordable Housing

Historic Preservation

Recreation

SUBMITTER or PROJECT DIRECTOR (Name, address, phone number): \_\_\_\_\_

\_\_\_\_\_

Town Committee (if applicable): \_\_\_\_\_

FUNDING AMOUNT REQUESTED FROM CP FUNDS: \_\_\_\_\_

Please address the following questions (attach to this form):

1. Project description and specific objectives for the project and how this project accomplishes the goals of the CPA?
2. How does this project impact Eastham's citizens and address a current need? What is the estimated or target number of people this project will benefit/affect? How will you measure the success of this project?
3. Projected Action Plan and Timeline. List the steps needed to complete the project.
4. Please provide a full budget including the following information, as applicable:
  - a. Total budget for the project
  - b. Additional revenue sources including private/ public/ in-kind
  - c. Annual costs/ expenditures once the project is operational
  - d. Annual cost to the town once the project is operational
  - e. Potential revenue from project on an annual basis
  - f. What is the basis for your budget? What are the sources of information you used?
  - g. Financial sustainability -- how will the continuation of the project be secured after the grant?
5. Are there any legal ramifications/impediments to this project?
6. Compatibility with Town's Comprehensive Long Range Plan.
7. Do you have the authorization of the property owner?

Note: The board may require additional information at its discretion.

Please submit 12 copies of all project materials to the attention of the Chairperson of the Community Preservation Committee: 2500 State Highway, Eastham, MA. 02642

## **GUIDELINES FOR PROJECT SUBMISSION FOR COMMUNITY PRESERVATION FUNDS**

1. Requests must be received by **November 30, 2006** to be considered for recommendation at the Annual Town Meeting of the following May. Applications received after the deadline may be considered for the following calendar year.
2. Funds would be available on July 1 following the Annual Town Meeting. Projects may have timelines extending to a maximum of five years.
3. Please include any maps, diagrams, and/or photos that pertain to your project. Also indicate any permits, variances, etc. that may be required under Eastham's Zoning By-laws.
4. For each project, please consider the following factors, as applicable. A project need only address some of the factors in a specific category:

### **OPEN SPACE:**

- a. Protects water supply/aquifer
- b. Protects or borders wetlands
- c. Connectivity with existing conservation lands
- d. Wildlife preserve/plant habitat
- e. Open, visible space along roadway
- f. "Pocket park" in built -up area
- g. Enhances or creates a scenic vista
- h. Preserves a threatened resource

### **HISTORIC PRESERVATION:**

- a. Long-term historical significance
- b. Preserves a significant historical Eastham feature
- c. Available for public use
- d. Has long-term multi-generational benefits
- e. Provides educational component

### **AFFORDABLE HOUSING:**

- a. Reuses existing buildings
- b. Involves construction of new buildings on a previously developed site
- c. Assists first time home buyers
- d. Promotes a diverse housing stock
- e. Creates Rental housing

### **RECREATION:**

- a. Acquires land suitable for recreation
- b. Creates recreational facilities (The Act prohibits CPA funds from being used to acquire or create or preserve facilities for land for a stadium, gymnasium, or similar structure)
- c. Preserves or restores existing recreational facilities (The Act prohibits funds from being used for maintenance.)

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Glenn Collins, Chair  
Cheryl Gayle, Vice-Chair  
David Skiba, Clerk  
Sue Horton  
Martin McDonald  
Elizabeth Simmons  
Kathryn Sette  
Dianne O'Neill  
Peter McDonald  
Mary-Elizabeth Burgess ( non voting)

Conservation Commission  
At Large  
Eastham Housing Authority  
Open Space Committee  
At Large  
Recreation Commission  
Historical Commission  
Eastham Housing Task Force  
Planning Board  
Town Planner